Establishing a Candidate Campaign Committee

Bergen County Republican Organization
John H. Cross, Treasurer
2019
5 Phase Process

**Planning**
- Single Candidate Committee
- Joint Candidate Committee

**NJ Div of Revenue**
- Not For Profit Formation & Registration

**Internal Revenue Svc (IRS)**
- Employer Identification Number (EIN) Application

**NJ Election Law Enforcement Commission (ELEC)**
- Establishment of a Reporting Committee

**Bank Depository Account**
- Opening a campaign bank account
Planning

• Single v. Joint Candidate Committee
• Select a ELEC Registered Treasurer
• May dually possess both a
  • Single & Joint Committee
• Must abide by ELEC contribution limits
• Example-
  Individual contribution limit $2,600
  May not contribute $2,600 to Single Committee and an additional $2,600 to Joint Committee for same Candidate
NJ Div of Revenue
Not for Profit Formation

- Obtain vitals (legal name, address & social security numbers of all candidates)
- Select a Registered Agent – Individual who accepts legal svc on behalf of NP (possibly Treasurer)
- Select Committee name – dually serves as NP name & ELEC campaign name. Be sure to abide by NJ ELEC Committee name regulations
- Complete online registration with the NJ Div of Revenue & Enterprise Svcs online registration - $75.00 Fee.
- Print Certificate of Incorporation – NonProfit
- NJ REQUIRES all Candidate Committees to incorporate as a NP...or you may incur FINES & PENALTIES.
- This business MUST be dissolved by the NJ Div of Revenue upon ceasing of use (Fee applies).
IRS EIN Application

- Apply, Submit & Obtain your EIN Number
- Collect Candidate Vitals & NJ Not for Profit Registration
- Apply Online for free & immediately print your IRS FORM SS-4
- This MUST be completed after you Form NP with NJ Div of Revenue...as you are ATTESTING to the IRS that the business was formed in the State of its operation.
NJ ELEC
Committee Establishment

• Complete & File-
• Form D-1 Single Candidate Committee or
• Form D-2 Joint Candidate Committee -
• Certificate of Organization &
• Campaign Treasurer & Depository
• Suggestion is to not include depository information, as bank will need to see certified ELEC Certificate to open account.
Depository Account

...Go to the Bank

• Required documentation-
  • NJ Certificate of Incorporation – Not for Profit
  • IRS Employer Identification Number - Form SS-4
  • NJ ELEC Form D-1 ‘or’ D-2 – Stamped ‘Received’ by ELEC
Other Factors

After obtaining depository account, file an ELEC Form D-X Designation of Organizational Treasurer & Depository- Document serves to designate your bank account with ELEC.

Follow listed Phases in exact order to maximize Efficiency & Accomplish the Mission!

Candidate may create a DBA name as, ‘Election Fund of Candidate Name’ in order to collect donation on the Candidates behalf ONLY.

NJ Registration of Alternative Name – Form C-150G ($50 Fee)

Be sure to Register the DBA with the NJ Div of Revenue and follow all NJ ELEC Regulations.
Web Links

NJ Dept Of Treasury, Div of Revenue & Enterprise Svcs – NP Registration
https://www.njportal.com/DOR.BusinessFormation/Home/Welcome

NJ Dept of Treasury, Div of Revenue & Enterprise Svcs – DBA Registration
https://www.njportal.com/DOR.BusinessAmendments/Forms/IdentifyBusiness

Internal Revenue Svc – Apply for an Employer Identification Number

NJ Election Law Enforcement Commission – Candidates & Committees
https://www.elec.nj.gov/forcandidates/overview.htm